



## FOCUS ON TRANSLATIONS FOR THE CONSTRUCTION INDUSTRY



[www.telelingua.com](http://www.telelingua.com)

### Translations that you can build your business on

Telelingua is a global translation and localization company. We are ISO 9001:2008 and EN 15038 certified and have been a leading Language Services Provider for over three decades. We have translated millions of words into many languages for a wide array of companies in the field of construction, public works, bridge and road building, heavy machinery and building materials.

Our clients include architectural firms, construction companies and builders, design studios, structural and civil engineering firms, manufacturers of building materials and construction machinery, as well as development and investment companies, and property and real estate firms.

### Global construction activities require global translations

Nowadays, construction has become a global industry which increasingly calls for scrupulous and strict multilingual management. Large construction projects require the involvement of many professionals: architects, civil engineers, surveyors, mechanical, electrical, and structural engineers, security and health managers, interior designers, as well as legal and financial associates who are often located across the globe. Technical documents must be clear and accurate, maintaining the unique industry-specific terminology, while presented in a voice appropriate for the target market.

Translating construction documents simultaneously into multiple languages is one of the typical demands we meet for our clients. In this field, we combine meticulous use of terminology with tight deadlines, legal constraints and technological advances, in a large number of languages. Our services include translation, software localization, content management and website development, and interpreting services. Also, as more and more non-native English engineers and designers are writing in 'universal English', our specialist reviewers can check that the documents are suitable for the intended audience.

### Technology

The number of technical documents being produced with software continues to increase all over the world. It is now very unusual to find construction companies or architectural firms that do not use any computer program for their technical work.

Our in-house team of technical project managers and experienced IT-specialists works together with our customers to develop a tailor-made solution to extract the content for translation and then reimport the content after translation back into the original file format (such as dwg, dxf, dgn). At each stage in the management process, we use the appropriate tools, such as CAT-tools, translation memories, terminology management tools, language checking tools, file conversion tools, etc.

This technology supports human skills in achieving objectives such as reducing your overall costs and time frames, and improving translation accuracy and consistency.

### Our expertise in translation for the construction sector

- Translation by industry-specific translators
  - with degrees in construction or architectural, civil or mechanical engineering, or
  - with a background or qualification in architecture and design services, or
  - with careers in a corporate environment (safety, regulatory and compliance departments, project management, etc.), or
  - with degrees in law, marketing, accounting, finances, business administration
- Editing and review by specialist translators
- Ability to work to tight deadlines (for tenders)
- Use of client-specific terminology databases and standardized language
- Professional translation ethics
- Precision and attention to detail
- Dedicated project managers
- Data protection in a secure IT environment

## Guardian of your specific terminology

How can you be sure that the specific terms, abbreviations and nomenclature used by your company or department are correctly and consistently translated into different languages, across a large number of documents?

Apart from the translator's expertise, the answer is **BIGS® (Built-In Glossary System)**, our in-house 'controlled language' tool that we use as part of our standard procedure. BIGS pre-processes your documents using your customer-specific glossary so that the translator will see all glossary terms flagged, signifying that there is a corresponding, and approved translation in our database. As a client, you can access and edit this information via our portal using a secure login and password.

### Advantages of BIGS® for your company

- Increased efficiency and quality
- Centralization of your customer-specific terminology
- Pre-translation of glossary terms
- Terminology embedded in the master document
- Easy access 24/7
- Import/export functions
- Powerful search engine

### Languages translated

Bulgarian, Croatian, Czech, Danish, Dutch (Belgium, Netherlands), English (Australia, Canada, Ireland, UK, USA), Estonian, Finnish, French (Belgium, Canada, France, Switzerland), German (Austria, Belgium, Germany, Switzerland), Greek, Hebrew, Hungarian, Italian (Italy, Switzerland), Latvian, Lithuanian, Norwegian, Polish, Portuguese (Brazil, Portugal), Romanian, Russian, Serbian (Cyrillic, Latin), Simplified Chinese (China, Malaysia, Singapore), Slovak, Slovenian, Spanish (Latin America, Spain, USA), Swedish, Turkish, Ukrainian, ...

## Areas and content

### We cover areas such as:

- Architectural engineering
- Civil engineering
- Project management
- Logistics
- Building materials & supplies
- Subcontractors / turnkey projects
- Surveying
- Energy performance
- Acoustic performance
- Fire resistance
- Health & Safety
- Housing development
- Urban planning & redevelopment
- Demolition, reconstruction & renewal
- Retail, business & industrial parks
- Sustainable development
- Interior design, store design & space planning
- Landscape design
- Legal documents
- Investment

### Type of documents:

#### • Government & regulatory authorities:

Building regulatory and compliance documents - (Environmental) law - Ethical documents - Planning permissions, building permits, guidelines from local authorities - Tenders, specifications - ...

#### • Manufacturing & Industry:

All kinds of technical, exploration and production documents, such as technical, maintenance, quality, user, employee, installation and operating manuals - Building plans; architectural, structural, mechanical, plumbing and electrical drawings - Performance Plans - System Engineering Plans - Plan Processes - SOPs - Operational risk identification and risk management documents - Testing and maintenance documents - Equipment & training; apprenticeship documents - Site health & safety manuals; health and safety clearance forms - Logistics documents - ...

#### • Legal documents:

Contracts - Agreements - Settlements - Patents - Reports to federal and state agencies - Copyright in architecture - Export licences - ...

#### • Financial documents:

Annual, semi-annual and quarterly reports - General corporate information - Accounting policies - Balance sheets - Cash flow statements - Income statements - Profit and loss accounts - Notes to financial statements - Chairpersons' statements - Directors' and board reports - Operating and financial reviews - Auditors' reports - ...

#### • Software and testing - web content and localization

#### • Global promotional and marketing material:

Catalogues - Press releases - Newsletters - Advertisements - Posters - Brochures - Correspondence - Corporate Identity guidelines - ...

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